



# 417th Base Support Battalion

## *Commander's Policy*

Policy Number: 7-1

Proponent: AETV-WG-WJ

Date: 7 August 2003

SUBJECT: Check-Cashing Policy for Morale Welfare and Recreation (MWR) Facilities

1. **REFERENCE:** Army Regulation (AR) 215-1, Appendix G-5.
2. **PURPOSE:** To establish the check-cashing policy for MWR facilities.
3. **SCOPE:** This policy applies to all patrons authorized check-cashing privileges at 417th Base Support Battalion MWR facilities.
4. **POLICY:**
  - a. Prior to accepting checks as specified above, the suspended check cashing list will be reviewed to ensure organization or individual is not listed.
  - b. Personal checks may be written for \$20 or the amount of services or purchases plus \$20.00, whichever is greater.
  - c. No two-party checks are accepted.
  - d. Limit one check per day, per account.
  - e. MWR facilities may supplement check-cashing policies based on availability of funds.
  - f. The following information must be on the front of each check: Full name, rank, SSN, duty/home phone number, complete unit address.
5. **PROPONENT:** 417th BSB, Directorate of Community Activities, DSN 355-1550.

  
THOMAS H. FASS  
LTC, EN  
Commanding